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CAREER SERVICE PANEL
OFFICE OF RESEARCH AND DEVELOPMENT
30 May - 2 June 1978

TUESDAY, 30 May 1978 - 1300 - 2130 hours

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ATTENDEES (CSP)

1. The following items were added to the agenda for 30 May through 2 June 1978:

- a. Discussion on non"R"Career Service employees in ORD as to their performance and providing feedback to their respective career services.
- b. Uniform Promotion System
- c. Rotational Assignments
 - a. Supergrades
 - b. Other professionals
- d. Training Request
 - One year clinical internship in Clinical Psychology
 - George Washington University
- e. Ranking Contract Employees

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2. The Chairman informed the Panel that DDS&T has been requested to provide a list of employees for rotational assignments across Directorates. The Agency policy on rotational assignments is being established and the Chairman suggested that the ORD/CSP wait until this plan is finalized before introducing new procedures in ORD. Identification of 30 positions within the Agency for rotation has been requested. DDS&T is to supply seven. ORD will participate and will give up one slot for this purpose. An individual's name was not requested at this time. The DDS&T Career Board will probably establish a tickler system on components within the Directorate who will be tapped to supply a rotational assignment candidate when a schedule is set up by the Agency. The Chairman suggested that ORD/CSP give this more thought when the Personnel Development is discussed further down on the Agenda.

3. a. The new Agency policy on promotions to become effective on 1 October 1978 was discussed. It was noted that the D/ORD no longer has the veto power on any promotion recommendations if decided and approved by the ORD/CSP. The Panel members raised the question of whether to approach promotion recommendations under the present ORD management policies or the new Agency rules to be established in October. It was noted that guidelines from the Agency and DDS&T are still to be provided.

b. The Chairman suggested that the Panel take into account the recommendations for promotions--that is recognize that the Division Chiefs were going to do this--but not make a judgment at this Panel meeting. He asked that the Panel concentrate on evaluating employees, on establishing the promotability candidate lists in the order which the Panel expected the promotions to be given, and on ascertaining that we have the necessary headroom slots to do this. The ORD/CSP would be responsible for seeing that employees were promoted in the order recommended by the Panel. The above information would then be made available to the D/ORD.

c. An alternative measure--the Chairman thought this to be a better approach--was that the CSP members convene with the D/ORD sitting as Chairman of a newly constituted CSP Promotion Panel and formally entertain the promotion recommendations. The Panel would provide the promotability candidate lists and headroom information. Each member of this CSP Promotion Panel would have a vote.

d. The CSP members decided to take an intermediate step until the Agency and DDS&T provide ORD with guidelines on how to proceed on promotions by preparing a promotability candidate list for presentation to the CSP Promotion Panel. The promotability candidate list would be prepared after each grade competitive evaluation and ranking has been completed.

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